

Kentucky Occupational Skill Standards List

3008 Family and Consumer Management

AA		LANGUAGE ARTS
AA	001	Apply the reading process and strategies to directions or tasks that are relatively short, with limited categories of information, direction, concepts, and vocabulary.
AA	002	Demonstrate competence in using various information sources, including knowledge-based and technical texts, to perform specific tasks.
AA	003	Demonstrate competence in writing and editing documents, using correct grammar, and punctuation.
AA	004	Demonstrate competence in speaking to provide, distribute, or find information.
AA	005	Demonstrate competence in making oral formal and informal presentations, including selecting and using media.
AA	006	Adapt listening strategies to utilize verbal and nonverbal content of communication.
AB		MATHEMATICS
AB	001	Add, subtract, divide, and multiply whole, mixed numbers, fractions, decimals, and calculate square root.
AB	002	Use a calculator to add, subtract, divide, and multiply whole and mixed numbers, fractions, decimals, and calculate square root.
AB	003	Mentally add, subtract, divide and multiply whole numbers.
AB	004	Use a calculator to add, subtract, divide, and multiply, calculate percentages, ratios.
AB	005	Interpret charts, tables, and graphs.
AB	006	Understand and apply advance concepts of probability and statistics.
AB	007	Calculate and evaluate basic statistical routines.
AB	008	Construct charts, tables, and graphs.
AB	009	Solve problems and generate conclusions using deductive reasoning.
AB	010	Understand sampling theory, probability theory, and error of measure.
AC		SCIENCE
AC	001	Apply and use scientific methods to solve problems.
AC	002	Use computers for information processing.
AC	003	Analyze and evaluate environmental issues.
AC	004	Apply and use maps, charts, tables, and graphs to complete tasks.
AC	005	Analyze environmental issues from information media.
AC	006	Identify operational definitions.
AC	007	Analyze the impact drugs have on society.
EA		EXHIBIT WORKPLACE SKILLS
EA	001	Demonstrate consistently punctual arrival.
EA	002	Document regular attendance.
EA	003	Demonstrate enthusiasm and confidence about work and learning new tasks.
EA	004	Demonstrate appropriate dress and hygiene for successful employment.
EA	005	Demonstrate the ability to act in a polite and respectful way towards co-workers.
EA	006	Demonstrate the ability to complete tasks on time and accurately.
EA	007	Demonstrate the ability to make career decisions.
EA	008	Prepare a resume and letter of application or interest.
EA	009	Fill out an application for employment.
EA	010	Participate in an employment interview.
EA	011	Follow directions and procedures.
EA	012	Accept constructive criticism.
EA	013	Work with minimal supervision.
EB		UNDERSTAND WORKFORCE ISSUES
EB	001	Recognize the difference between a team environment workplace and a conventional workplace.
EB	002	Identify the characteristics of a diverse workforce.
EB	003	Identify good ethical characteristics and behaviors.
EB	004	Differentiate between good and poor business ethics.
EB	005	Match employee responsibilities to employer expectations.
EB	006	Define discrimination, harassment and equity.

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EB	007	Demonstrate non-discriminatory behavior.
EB	008	Maintain confidentiality and sensitivity of company information.
EC		PERFORM BUSINESS PLANNING AND OPERATIONS PROCEDURES
EC	001	Plan and manage work schedules.
EC	002	Maintain receipts and disbursement records.
EC	003	Maintain inventory records.
EC	004	Maintain computer records.
EC	005	Identify possible actions that may lead to customer dissatisfaction.
EC	006	Identify the ways that the level of customer satisfaction may affect company success.
EC	007	Explain the importance of a business reputation.
EC	008	Identify possible actions that may be used to correct customer dissatisfaction.
EC	009	Explain the effect of quality on profit.
EC	010	Identify the effects of continuous quality improvement.
ED		DEMONSTRATE EFFECTIVE COMMUNICATION AND TEAMWORK SKILLS
ED	001	Organize materials with a logical flow.
ED	002	Interpret and clarify directions prepared by others.
ED	003	Communicate with customers.
ED	004	Understand team concepts.
ED	005	Write steps of an occupational process using sentences and statements as appropriate.
ED	006	Select appropriate communications methods.
ED	007	Identify various group processes.
ED	008	Identify components of group dynamics.
ED	009	Apply facilitations skills in a group setting.
EE		DEMONSTRATE PROBLEM SOLVING TECHNIQUES
EE	001	Explain the value of applying a problem-solving system.
EE	002	Apply a system of problem-solving.
EE	003	Identify opportunities for applying problem-solving techniques.
OA		DEMONSTRATE MANAGEMENT OF INDIVIDUAL AND FAMILY RESOURCES, INCLUDING FOOD, CLOTHING, SHELTER, HEALTH CARE, RECREATION, AND TRANSPORTATION
OA	001	Apply management and planning skills and processes to organize tasks and responsibilities.
OA	002	Examine how individuals and families make choices to satisfy needs and wants.
OA	003	Implement decisions about providing safe and nutritious food for individuals and families.
OA	004	Implement decisions about purchasing, creating, and maintaining clothing.
OA	005	Implement decisions about housing and furnishings.
OA	006	Examine information about procuring and maintaining health care to meet the needs of individuals and family members.
OA	007	Implement decisions about recreational needs.
OA	008	Apply consumer skills to acquire and maintain transportation that meets the needs of individuals and family members.
OB		ANALYZE THE RELATIONSHIP OF THE ENVIRONMENT TO FAMILY AND CONSUMER RESOURCES
OB	001	Determine individual and family responsibility in relation to the environmental trends and issues.
OB	002	Examine environmental trends and issues affecting families and future generations.
OB	003	Examine behaviors that conserve, reuse, and recycle resources to maintain the environment.
OB	004	Investigate government regulations for conserving natural resources.
OC		ANALYZE POLICIES THAT SUPPORT CONSUMER RIGHTS AND RESPONSIBILITIES
OC	001	Examine state and federal policies and laws providing consumer protection.
OC	002	Investigate how policies become laws related to consumer rights.
OC	003	Examine skills used in seeking information related to consumer rights.
OD		EVALUATE THE IMPACT OF TECHNOLOGY ON INDIVIDUAL AND FAMILY RESOURCES
OD	001	Review types of technology that impact family and consumer decision-making.

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OD	002	Examine how media and technological advances impact family and consumer decisions.
OD	003	Assess the use of technology and its impact on quality life.
OE		ANALYZE INTERRELATIONSHIPS BETWEEN THE ECONOMIC SYSTEM AND CONSUMER ACTIONS
OE	001	Examine the use of resources in making choices that satisfy needs and wants of individuals and families.
OE	002	Examine individual and family roles in the economic system.
OE	003	Examine economic impacts of laws and regulations that pertain to consumers and providers of services.
OE	004	Determine practices that allow families to maintain economic self-sufficiency.
OF		DEMONSTRATE MANAGEMENT OF FINANCIAL RESOURCES TO MEET THE GOALS OF INDIVIDUALS AND FAMILIES ACROSS THE LIFE SPAN
OF	001	Examine the need for personal and family financial planning.
OF	002	Apply management principles to individual and family financial practices.
OF	003	Apply management principles to decisions about individuals and family insurance.
OF	004	Obtain personal and legal documents related to managing individual and family finances.
OG		ANALYZE CAREER PATHS WITHIN FAMILY AND CONSUMER SERVICE INDUSTRIES
OG	001	Determine the roles and functions of individuals engaged in family and consumer service careers.
OG	002	Explore opportunities for employment and entrepreneurial endeavors.
OG	003	Examine education and training requirements and opportunities for career paths in family and consumer management.
OG	004	Examine the impact of the family and consumer service careers on local, state, national and global economics.
OH		ANALYZE FACTORS THAT IMPACT CONSUMER ADVOCACY
OH	001	Examine the role of advocacy groups at state and national levels.
OH	002	Determine the contributions of policy makers to consumer advocacy.
OH	003	Explore strategies that enable consumers to become advocates.
OH	004	Examine the effects of consumer protection laws on advocacy.
OH	005	Determine strategies to reduce the risk of consumer fraud.
OH	006	Examine the role of media in consumer advocacy.
OH	007	Explore the use of educational and promotional materials in consumer advocacy.
OI		ANALYZE FACTORS IN DEVELOPING A LONG-TERM FINANCIAL MANAGEMENT PLAN
OI	001	Explain the impact of the economic system on personal income, individual and family security and consumer decisions.
OI	002	Examine components of a financial planning process that reflects the distinction between needs and wants, values, goals, and economic resources.
OI	003	Determine the impact of consumers' credit in long-term financial planning.
OI	004	Examine investment and saving alternatives.
OI	005	Determine the effects of risk management strategies on long-term financial planning.
OI	006	Consider the impact of key life transitions on financial planning.
OI	007	Explain the role of estate planning in long-term financial planning.
OJ		ANALYZE RESOURCE CONSUMPTION FOR CONSERVATION AND WASTE MANAGEMENT PRACTICES
OJ	001	Investigate sources and types of residential and commercial energy, waste disposal, and pollution issues.
OJ	002	Investigate consumer programs and services provided by government, public utilities, resource recovery business, and environmental organizations.
OJ	003	Explore strategies and practices to conserve energy and reduce waste.
OJ	004	Examine waste management issues.
OJ	005	Examine roles of government, industry, and family in energy consumption.
OK		DEMONSTRATE SKILLS NEEDED FOR PRODUCT DEVELOPMENT, TESTING, AND PRESENTATION
OK	001	Conduct market research to determine consumer trends and product development needs.
OK	002	Design or analyze a consumer product.

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OK	003	Examine features, prices, product information, styles, and performance of consumer goods for potential trade-offs among the components.
OK	004	Perform a test on a product utilizing valid and reliable testing procedures.
OK	005	Apply statistical analysis processes to interpret, summarize, and report data from tests.
OK	006	Examine the labeling, packaging, and support materials of consumer goods.
OK	007	Demonstrate a product or educate an audience.
OK	008	Utilize appropriate sales techniques to compare, demonstrate, assist, and advise consumers in the selection of goods and services that meet consumer needs.
OL		ANALYZE STRATEGIES TO MANAGE MULTIPLE INDIVIDUAL, FAMILY, CAREER AND COMMUNITY AND WORKPLACE SETTINGS
OL	001	Examine policies, issues, and trends in the workplace and community that impact individuals and families.
OL	002	Analyze the impact of social, economic, and technological change on work and family dynamics.
OL	003	Analyze ways that individual career goals can enhance the family's capacity to meet goals for all family members.
OL	004	Analyze the potential impact of career path decisions on balancing work and family.
OL	005	Determine goals for life-long learning and leisure opportunities for all family members.
OL	006	Determine skills and knowledge needed to develop a life plan for achieving individual, family, and career goals.
OM		DEMONSTRATE TRANSFERABLE AND EMPLOYABILITY SKILLS IN COMMUNITY AND WORKPLACE SETTINGS
OM	001	Examine potential career choices to determine the knowledge, skills and attitudes associated with each.
OM	002	Demonstrate job-seeking and job-keeping skills.
OM	003	Apply communications skills in community and workplace settings.
OM	004	Demonstrate teamwork skills in community and workplace settings.
OM	005	Examine strategies to manage the impact of changing technologies in workplace settings.
OM	006	Demonstrate leadership skills and abilities in the workplace and community.
OM	007	Examine factors that contribute to maintaining safe and healthy work and community environments.
OM	008	Demonstrate work ethics and professionalism.
ON		ANALYZE THE RECIPROCAL IMPACT OF INDIVIDUAL AND FAMILY PARTICIPATION IN COMMUNITY ACTIVITIES
ON	001	Examine goals that support individuals and family members in carrying out community and civic responsibilities.
ON	002	Arrange a plan for individuals and families to select and develop skills in community activities.
ON	003	Determine skills that provide beneficial services to the community.
ON	004	Examine community resources and systems of formal and informal support available to individuals and families.
ON	005	Examine the impact of public policies, agencies, and institutions on the family.
OO		ANALYZE THE IMPACT OF FAMILY AS A SYSTEM ON INDIVIDUALS AND SOCIETY
OO	001	Examine family as the basic unit of society.
OO	002	Determine the role of family in transmitting societal expectations.
OO	003	Examine global influences on today's families.
OO	004	Examine the role of family in teaching culture and traditions across the life span.
OO	005	Examine the role of family in developing independence, interdependence, and commitment of family members.
OO	006	Determine the impact of change and transitions over the life course.
OO	007	Explore the ways family and consumer sciences careers assist the works of the family.
OP		DEMONSTRATE APPRECIATION FOR DIVERSE PERSPECTIVES, NEEDS, AND CHARACTERISTICS OF INDIVIDUALS AND FAMILIES
OP	001	Demonstrate awareness of multiple diversities and their impact on individuals and families.
OP	002	Examine the impact of cultural diversity on individuals and families.
OP	003	Examine the impact of empathy for diversity on individuals in family, work, and community settings.

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OP	004	Demonstrate respect for diversity with sensitivity to anti-bias, gender, equity, age, culture and ethnicity.
OP	005	Examine the impact of the global village on the need to appreciate diversity.
OQ		ANALYZE FACTORS RELATED TO PROVIDING FAMILY AND COMMUNITY SERVICES
OQ	001	Examine local, state, and national agencies and informal support resources providing human services.
OQ	002	Determine professional, ethical, legal, and safety issues that confront human service employees.
OQ	003	Examine licensing laws and regulations that affect service providers and their participants.
OQ	004	Determine harmful, fraudulent, and deceptive human service practices.
OQ	005	Determine the rights and responsibilities of human service participants and their families.
OQ	006	Determine effective individual and family advocacy and self-advocacy strategies to overcome diverse challenges facing human service participants.
OQ	007	Explore community-networking opportunities in family and community services.
OR		EVALUATE CONDITIONS AFFECTING INDIVIDUALS AND FAMILIES WITH A VARIETY OF DISADVANTAGING CONDITIONS
OR	001	Assess health, wellness, and safety issues of individuals and families with a variety of disadvantaging conditions.
OR	002	Determine management and living environment issues of individuals and families with a variety of disadvantaging conditions.
OR	003	Research personal, social, emotional, economical, vocational, educational, and recreational issues for individuals and families with a variety of disadvantaging conditions.
OR	004	Discriminate between situations that require personal prevention or intervention and those situations that require professional assistance.
OR	005	Determine situations which require crisis intervention.
OR	006	Determine the appropriate support needed to address selected human service issues.
OS		IDENTIFY SERVICES FOR INDIVIDUALS AND FAMILIES WITH A VARIETY OF DISADVANTAGING CONDITIONS
OS	001	List needs and accommodations for people with a variety of disadvantaging conditions.
OS	002	State ways in which individuals affect the family financially, socially, and emotionally with a variety of disadvantaging conditions.
OS	003	Cite coping or adjustment strategies and stress management practices for the participant, a caregiver, and family member.
OS	004	Highlight the importance of friends, family and community relationships for an individual with a variety of disadvantaging conditions.
OS	005	Give support that validates the participants' capabilities and right to privacy, dignity, and autonomy.
OS	006	Give participants strategies to make informed choices, access resources and support, follow through on responsibilities, and take appropriate risks.
OS	007	List verbal and nonverbal communication skills related to advising the counseling individuals and families with a variety of disadvantaging conditions.
OT		ANALYZE FUNCTIONS AND EXPECTATIONS OF VARIOUS TYPES OF RELATIONSHIPS
OT	001	Examine processes for building and maintaining interpersonal relationships.
OT	002	Examine the impact of various stages of the family life cycle on the interpersonal relationships.
OT	003	Compare physical, emotional, and intellectual responses in stable and unstable relationships.
OT	004	Determine factors that contribute to healthy and unhealthy relationships.
OT	005	Explore processes for handling unhealthy relationships.
OT	006	Determine stress management strategies for family, work, and community settings.
OU		ANALYZE PERSONAL NEEDS AND CHARACTERISTICS AND THEIR IMPACT ON INTERPERSONAL RELATIONSHIPS
OU	001	Examine the impact of personal characteristics on relationships.
OU	002	Consider the effect of personal needs on relationships.
OU	003	Examine the effect of self-esteem and self-image on relationships.
OU	004	Determine the impact of life span events and conditions on relationships.
OU	005	Explain the impact of personal standards and codes of conduct on interpersonal relationships.

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OV		DEMONSTRATE COMMUNICATION SKILLS THAT CONTRIBUTE TO POSITIVE RELATIONSHIPS
OV	001	Examine communication styles and their effects on relationships.
OV	002	Demonstrate verbal and nonverbal behaviors and attitudes that contribute to effective communication.
OV	003	Demonstrate effective listening and feedback techniques.
OV	004	Examine barriers to communication in family, work, and community settings.
OV	005	Practice ethical principles of communication in family, community, and work settings.
OV	006	Examine the impact of communication technology in family, work, and community settings.
OV	007	Examine the roles and functions of communication in family, work, and community settings.
OW		EVALUATING CONFLICT PREVENTION AND MANAGEMENT TECHNIQUES
OW	001	Determine the origin and development of attitudes and behaviors regarding conflict.
OW	002	Determine how similarities and differences among people affect conflict prevention and management.
OW	003	Determine the roles of decision making and problem solving in reducing and managing conflict.
OW	004	Appraise nonviolent strategies that address conflict.
OW	005	Choose effective responses to harassment.
OW	006	Assess community resources that support conflict prevention and management.
OX		DEMONSTRATE TEAMWORK AND LEADERSHIP SKILL IN THE FAMILY, WORKPLACE, AND COMMUNITY
OX	001	Create an environment that encourages and respects the ideas, perspectives, and contributions of all group members.
OX	002	Demonstrate strategies to motivate and encourage group members.
OX	003	Create strategies to utilize the strengths and limitations of team members.
OX	004	Demonstrate techniques that develop team and community spirit.
OX	005	Demonstrate ways to organize and delegate responsibilities.
OX	006	Create strategies to integrate new members into the team.
OX	007	Demonstrate processes for cooperating, compromising, and collaborating.
OY		DEMONSTRATE STANDARDS THAT GUIDE BEHAVIOR IN INTERPERSONAL RELATIONSHIPS
OY	001	Examine types of standards that guide behavior in interpersonal relationships.
OY	002	Apply guidelines for assessing the nature of issues and situations.
OY	003	Apply standards when making judgments and taking action.
OY	004	Demonstrate ethical behavior in family, workplace, and community settings.
OY	005	Examine the relative merits of opposing points of view regarding current ethical issues.